

FEDERAL BUREAU OF INVESTIGATION
FOI/PA
DELETED PAGE INFORMATION SHEET
FOI/PA# 1218644-0

Total Deleted Page(s) = 103
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Acquisition Security Unit Checklist

Version 3 – 10/01/2009

Previous editions are obsolete and will not be accepted

MUST BE COMPLETED BY REQUESTOR	
Request Date:	04/12/2011
Anticipated Procurement Date:	
Requisition #:	
Point of Contact:	
POC Phone #:	
Highest Classification Required for Vendor to Provide Services / Products: (Access to FBI systems? Access to classified information?) <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> SECRET <input type="checkbox"/> TOP SECRET <input type="checkbox"/> TOP SECRET/SCI	

b6
b7C
b7E

Comments:

ASU USE ONLY	
Date Received:	ASU POC:
Date Additional Information Requested:	<input type="checkbox"/>
Date Returned:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

b6
b7C

- Classified Contract (DD 254 Required)
- Community Acquisition Risk Section (CARS) Special Security Requirement (CARS Assessment Required)
- Contracting Officer's Security Representative
- E-QIP Special Security Requirements
- DOJ Procurement Guidance for Security Systems and Data, including Personally Identifiable Information (PII) Special Security Requirements
- DOJ Consent for Warrantless Searches of DOJ Workplaces
- Personnel Security Special Security Requirements
- Source Selection Evaluation Board (SSEB) Requirements for Classified Contracts Special Security Requirements
- Contractor Financial Disclosure Requirements
- Contractor Suitability Requirements
- National Interest Determination

ASU/SPECIAL NOTES	
<input type="checkbox"/> Required if not already accomplished as part of the original contract award	
<input type="checkbox"/> Required if connected to a FISMA or Critical Asset System (i.e.	<input type="checkbox"/>
<input type="checkbox"/> Required if includes procurement of IT hardware / software connected to a FISMA or Critical Asset System	
<input type="checkbox"/> Intergovernmental procurement / reimbursement	
<input type="checkbox"/> No actions related to security were identified in the documentation provided	

b7E

_____ ASU _____

_____ Date _____

ACKNOWLEDGEMENT	
------------------------	--

Procurement Official/COTR/Technical Representative:

I certify that those security requirements identified above by the ASU have been incorporated into the procurement documentation.

This is not a mission essential contract.

Signature: _____

Date: _____

Printed Name:

b6
b7C

CREW-5096

Page 318 ~ b7E;

XXXXXXXXXXXXXXXXXXXX
X Deleted Page(s) X
X No Duplication Fee X
X For this Page X
XXXXXXXXXXXXXXXXXXXX

~~SECRET//NOFORN~~

EMAILS AND ECs FROM ET

b6
b7c

PART 4 OF 4

Classified By: J76J21T83
Derived From: FBI NSISC-20090615
Declassify On: 20381231

~~SECRET//NOFORN~~

CREW-4962

FD-448
Revised
10-27-2004

FEDERAL BUREAU OF INVESTIGATION
FACSIMILE COVER SHEET

PRECEDENCE

Immediate

Priority

Routine

CLASSIFICATION

Top Secret

Secret

Confidential

Sensitive

Unclassified

TO

Name of Office:

CIRG / SAS

Facsimile Number:

Date:

1/06/12

Attn:

M+PA

Room:

Telephone Number:

b6
b7C

FROM

Name of Office:

OTD / VSU

Number of Pages: (including cover)

4

Originator's Name:

Originator's Telephone Number:

Originator's Facsimile Number:

Approv

DETAILS

Subject:

Class II medical Certificates

Special Handling Instructions:

Please add these copies of certificates to your pilot files, I will send updates when obtained.

Brief Description of Communication Faxed:

Current copies of class II med. Certs..

b6
b7C

WARNING

Information attached to the cover sheet is U.S. Government Property. If you are not the intended recipient of this information disclosure, reproduction, distribution, or use of this information is prohibited (18 USC, § 641). Please notify the originator or local FBI Office immediately to arrange for proper disposition.

CREW-4963

PAGE: DAVID A. (OTD) (FBI)

From: [REDACTED] (OTD) (FBI)
Sent: Monday March 05 2012 10:42 AM
To: [REDACTED] (FBI)
Subject: RE: Medical Cert, Class II

b6
b7C

Classification: UNCLASSIFIED

=====

Hi [REDACTED]

b6
b7C

I only maintain records of these certificates for the Video Surveillance Unit and also forward copies to [REDACTED]

Position Title: MGMT&PROG ANAL

Functional Title:

Organizational Title:

Cost Code/Responsible Unit Code: 2242

Cost Center Name/Responsible Unit Name: D22-AVIATION SUPPORT

Fax Number: [REDACTED]

Pager Email: [REDACTED]

Blackberry Email: [REDACTED]

[REDACTED]

From: [REDACTED] (FBI)
Sent: Monday, March 05, 2012 9:26 AM
To: [REDACTED] (OTD) (FBI)
Subject: Medical Cert, Class II

b6
b7C

Classification: UNCLASSIFIED

=====

[redacted]
I need to get you a copy of my Class II medical certificate. Please provide an bu-mail address so I can forward it to you!!

Thanks!!

Very Respectfully,

[redacted]
Investigative Specialist - Aviation
Bue-berry: [redacted]

Critical Incident Response Group

Field Flight Operations Unit [redacted]

~BE SAFE, STAY VIGILANT~

=====

Classification: UNCLASSIFIED

=====

Classification: UNCLASSIFIED

FD-448
Revised
10-27-2004

FEDERAL BUREAU OF INVESTIGATION
FACSIMILE COVER SHEET

PRECEDENCE

Immediate

Priority

Routine

CLASSIFICATION

Top Secret

Secret

Confidential

Sensitive

Unclassified

TO

Name of Office:

D22-Aviation Support

Facsimile Number:

Date:

3/5/12

Attn:

Room:

Telephone Number:

b6
b7C

FROM

Name of Office:

VSU

Number of Pages: (including cover)

2

Originator's Name:

Originator's Telephone Number:

Originator's Facsimile Number:

Approv

DETAILS

Subject:

Medical Certificates

Special Handling Instructions:

Please update file of ET [redacted]
with current Med. Cert, 2nd Class.

b6
b7C

Brief Description of Communication Faxed:

Medical Certificate 2nd. Class
for ET [redacted] (VSU) - UAV pilot

WARNING

Information attached to the cover sheet is U.S. Government Property. If you are not the intended recipient of this information disclosure, reproduction, distribution, or use of this information is prohibited (18 USC, § 641). Please notify the originator or local FBI Office immediately to arrange for proper disposition.

FD-448
Revised
10-27-2004

FEDERAL BUREAU OF INVESTIGATION
FACSIMILE COVER SHEET

PRECEDENCE

Immediate

Priority

Routine

CLASSIFICATION

Top Secret

Secret

Confidential

Sensitive

Unclassified 5/10/12

TO

Name of Office:

CIRG/SAS

Facsimile Number:

Date:

Attn:

M+PA

5/8/12

Room:

Telephone Number:

b6
b7C

FROM

Name of Office:

STD/VSLU

Number of Pages: (including cover)

Originator's Name:

Originator's Telephone Number:

Originator's Facsimile Number:

Approved

DETAILS

Subject:

Class II Medical Certificates

Special-Handling Instructions:

Please add these copies of certificates
to your pilot files.

b6
b7C

Brief Description of Communication Faxed:

Current copies of Class II Med. Certs.

WARNING

Information attached to the cover sheet is U.S. Government Property. If you are not the intended recipient of this information disclosure, reproduction, distribution, or use of this information is prohibited (18 USC, § 641). Please notify the originator or local FBI Office immediately to arrange for proper disposition.

FD-448
Revised
10-27-2004

FEDERAL BUREAU OF INVESTIGATION
FACSIMILE COVER SHEET

PRECEDENCE

Immediate

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CLASSIFICATION

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TO

Name of Office:

CIRG/SAS

Facsimile Number:

Date:

5/8/12 R

Attn:

M+PA

Room:

Telephone Number:

b6
b7C

FROM

Name of Office:

OTD/VSU

Number of Pages: (including cover)

Originator:

Originator's Telephone Number:

Originator's Facsimile Number:

Approved:

DETAILS

Subject:

Class II Medical Certificates

Special Handling Instructions:

Please add these copies of certificates
to your pilot files.

b6
b7C

Brief Description of Communication Faxed:

Current copies of Class II Med. Certs.

WARNING

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[REDACTED] OTD) (FBI)

b6
b7C
b7E

From: [REDACTED] OTD) (FBI)
Sent: Thursday, August 18, 2011 12:35 PM
To: [REDACTED] (OTD) (FBI)
Subject: FW: FBI Small UAV Services and [REDACTED] Services Available ---
UNCLASSIFIED

Classification: UNCLASSIFIED

[REDACTED]
[REDACTED] here is the EC and a short description of what the Field Offices are required to have before we submit a COA request to the FAA. You can forward this email and the attachment to anyone in the FBI that need the information.

b6
b7C

From [REDACTED] (OTD) (FBI)
Sent: Thursday, July 21, 2011 7:40 AM
To: [REDACTED] (FBI); [REDACTED] (FBI); [REDACTED] (FBI); [REDACTED]
[REDACTED] (FBI); [REDACTED] (FBI); [REDACTED] (FBI); [REDACTED] (FBI); [REDACTED]
Cc: [REDACTED] (OTD) (FBI)
Subject: FBI Small UAV Services and [REDACTED] Services Available --- UNCLASSIFIED

b6
b7C
b7E

Classification: UNCLASSIFIED



ECSOP.wpd

Hybrid Squad SSA's,

We Operational Technology Division (OTD) and Critical Incident Response Group (CIRG) are offering our services in support of [REDACTED] for the Hybrid Squads and across all Field Offices.

OTD's Video Surveillance Group (VSU), the Tech guys who give you [REDACTED] and cool gadgets and CIRG's Field Flight Operations (FFO) the guys who fly [REDACTED] have been working jointly for over a year in an effort to create an operational Unmanned Aerial Vehicle(UAV)Program.

The time is now here and we are offering these services.

b6
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b7E

In order to legally fly and operate the UASs, we need to submit what is known as a Certificate of Waiver and Authority (COA) to the Federal Aviation Administration (FAA).

Once the authority is granted (usually 2-3 months) we can deploy the team [REDACTED]

We currently have several approved COAs and have applied for a county wide COA in [redacted] b6
All we need from your Squads are the [redacted] b7C
[redacted] If approved we will submit these coordinates on the COA to the FAA via our new b7E
and streamlined online COA process.
Once approved by the FAA, we will require certain administrative assistance and approvals from your office management (see attached EC).

We have successfully operated the [redacted] UASs [redacted]
Please take a moment to read the attached EC for requirements once a COA is approved.
If you are interested in these services please contact me or have your case agent contact directly and I can assist you with the process.

Regarding the [redacted] I returned from their training several weeks ago. While at the training we were able to utilize the [redacted] These services are also available and we are coordinating these between OTD and Aviation Surveillance Branch [redacted] Once a determination is made that [redacted] Services are feasible, we will contact [redacted] Remember [redacted] is on a case by case basis and not a blanket offer.

Any Questions please feel free to contact your Technical Advisor, your Aviation Coordinator or me directly.

Thank You

SSA [redacted]
Program Manager
[redacted]
OTD-VSU
FBI Academy Quantico, VA
[redacted]

===== Classification: UNCLASSIFIED =====

===== Classification: UNCLASSIFIED =====

(Rev. 05-01-2008)

UNCLASSIFIED

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 11/10/2010

To: Critical Incident Response Attn: ASC [REDACTED] ASB
Group UC [REDACTED] ASB/FFO
SSA [REDACTED] ASB/FFO

b6
b7C

From: Operational Technology
Traditional Technology Section/Video Surveillance Unit
Contact: SSA [REDACTED]

b6
b7C

Approved By: [REDACTED]

Drafted By: [REDACTED]

Case ID #: 321D-IR-A7788 *41* (Pending)

Title: Unmanned Aerial Vehicle (UAV)
[REDACTED]

b7E

Synopsis: Recommend Standard Operating Procedures (SOP) for the request and implementation of services for UAV and [REDACTED] (better known as [REDACTED] by field offices and operating requirements and parameters for equipment and personnel operating these vehicles.

Enclosure(s): U.S. Department of Transportation, Federal Aviation Administration, Air Traffic Organization Policy NJ07110.52 effective 12/16/2009
Federal Aviation Administration, Memorandum, Unmanned Aircraft Systems Operations in the U.S. National Airspace System - Interim Operational Approval Guidance, dated 12/16/2005
Interim Operational Approval Guidance 08-01
Unmanned Aircraft Systems, Operations in the U.S. National Airspace System dated 03/13/2008

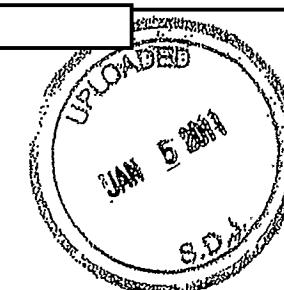
Details: Operational Technology Division (OTD) /Traditional Technology Section (TTS)/Video Surveillance Unit (VSU) currently has an inventory of UAVs and [REDACTED]

b7E

VSU_314.1.wpd

UNCLASSIFIED

MAIL ID 30492



CREW-5001

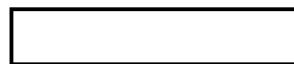
UNCLASSIFIED

To: Critical Incident Response Group From: Operational Technology
Re: 321D-IR-A7788, 11/10/2010

LEAD(s) :

Set Lead 1: (Info)

CIRG
CRITICAL INCIDENT RESPONSE GROUP



For information only.

Encls

CC:



♦♦

b6
b7C
b7E

UNCLASSIFIED

~~UNCLASSIFIED~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 02/02/2012

To: Operational Technology

Attn:

b6
b7C

[Redacted]

From: Operational Technology

VSU/TTS/OTD

Contact: SSA [Redacted]

Approved By: [Redacted]

b6
b7C

Drafted By: [Redacted]

Case ID #: 319T-2-HQ-A1487668 (Pending)

Title: Unmanned Aerial Vehicle

b7E

Synopsis: Provide information on Unmanned Aerial Vehicle(UAV) [Redacted]

[Redacted] for FY 2011.

b7E

Details: During Fiscal Year (FY) 2011, the UAV program consisted of [Redacted] full-time and [Redacted] part-time personnel. The [Redacted]

UAV Program with regards to operating procedures, requests for service procedures and training. These operating and training procedures and guidelines were established in accordance with the EC dated 10/28/2010, titled Standard Operating Procedures (SOP) UAV [Redacted] file numbers 319T-2-HQ-A1487668 and 321D-IR-A7788.

This EC was drafted and approved based on observations and lessons learned from previous UAV [Redacted] operations and a desire to implement a UAV [Redacted] program within OTD which was not only successful but followed investigative guidelines, both legal and operational. The EC also addressed training and Electronic Surveillance (ELSUR) requirements not met in previous UAV [Redacted] operations. In addition, the EC established a request process from Field Offices for UAV [Redacted] services and guidance on Federal Aviation Administration (FAA) and Bureau Aviation Regulations (BAR) for Pilot-in-Command, Co-Pilot and Observers for UAV operations within the National Airspace System (NAS) and throughout the United States. As a result, the following Goals and Objectives were established and met for FY 2011.

b7E

~~UNCLASSIFIED~~

~~SECRET~~ (U)

~~UNCLASSIFIED~~

To: Operational Technology From: Operational Technology
Re: 319T-2-HQ-A1487668, 02/02/2012

♦♦

~~UNCLASSIFIED~~

~~SECRET~~ (U)

(Rev. 05-01-2008)

UNCLASSIFIED

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 07/22/2010

b6
b7C

To: Operational Technology

Attn:

ET

~~Video Surveillance Unit~~

From: CIRG

SAS/ASB/ASU

Contact: SSA

Approved By:

b6
b7C

Drafted By:

Case ID #: 321D-IR-A7788 (Pending) *34*

Title: UNMANNED AIRCRAFT SYSTEMS;
BUREAU AIRCRAFT OPERATIONS

Synopsis: FAA UAS All Hands Conference Call

b7E

Reference: 321D-IR-A7788 Serial 32

Administrative: Slides delivered to VSU via UNET.

Enclosure(s): For the file only: FAA provided briefing slides.

Details: On [REDACTED] the FAA
Unmanned Aircraft Systems Office [REDACTED]
[REDACTED] held a conference
call to discuss [REDACTED]

b6
b7C
b7E

201 [REDACTED].wpd

UNCLASSIFIED

CREW-5021

uploaded 7/30/10 by [REDACTED]

UNCLASSIFIED

To: Operational Technology From: CIRG
Re: 321D-IR-A7788, 07/22/2010

LEAD(s) :

Set Lead 1: (Info)

OPERATIONAL TECHNOLOGY

AT QUANTICO, VA

Read & clear.

♦♦

UNCLASSIFIED

UNCLASSIFIED

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 03/29/2012

To: Operational Technology

Attn: Video Surveillance Unit

From: CIRG

SAS/ASB/FFOU

Contact: SSA [redacted]

b6
b7C

Approved By: [redacted]

Drafted By: [redacted]

Case ID #: 321D-IR-A7788 (Pending)

Title: UNMANNED AERIAL SYSTEMS;
FIELD FLIGHT OPERATIONS UNIT;
BUREAU AIRCRAFT OPERATIONS

Synopsis: Guidance from FAA Unmanned Aircraft Program Office.

Details: On 03/29/2012, per telcal, the investigating Agent discussed unmanned aerial system ("UAS") training issues with [redacted] Air Traffic Manager, Unmanned Aircraft Systems, [redacted]

b6
b7C

[redacted] reported that the FBI could conduct internal UAS training and pilot certification without [redacted] training. The only prerequisite to such training is that all attendees be licensed pilots. The investigating Agent invited [redacted] to send an FAA employee to attend the first such in-service.

b6
b7C
b7E

UNCLASSIFIED

To: Operational Technology From: CIRG
Re: 321D-IR-A7788, 03/29/2012

LEAD(s):

Set Lead 1: (Info)

OPERATIONAL TECHNOLOGY

AT VSU, VA

Read & clear.

♦♦

UNCLASSIFIED

(Rev. 05-01-2008)

UNCLASSIFIED

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 03/14/2012

To: Operational Technology

Attn: VSU

[redacted]

From: CIRG

SAS/ASB/FFOU

Contact: SSA [redacted]

b6
b7C
b7E

Approved By:

[redacted]

Drafted By:

[redacted]

Case ID #: 321D-IR-A7788 (Pending)

Title: UNMANNED AERIAL SYSTEMS;
FIELD FLIGHT OPERATIONS UNIT;
BUREAU AIRCRAFT OPERATIONS

Synopsis: [redacted] UAS Conference [redacted]

b7D
b7E

Reference: 321D-IR-A7788 Serial 89

Administrative: The writer's presentation is available on the ASB SharePoint site.

Enclosure(s): For the file only, four FD-340 envelopes containing: (1) Business cards from conference participants, (2) [redacted]

[redacted] (3) Summary of conference presenters, (4) The writer's presentation.

Details: [redacted] Unmanned Aerial System ("UAS") conference at [redacted] from [redacted] The investigating Agent attended and delivered a lecture entitled, "Legal Challenges to Unmanned Aerial Systems in the United States." The presentation focused on the relevant constitutional and administrative law governing UAS operations in the United States. [redacted]
[redacted]

b6
b7C
b7D
b7E

UAV3.WPD

UNCLASSIFIED

CREW-5025

UNCLASSIFIED

To: Operational Technology From: CIRG
Re: 321D-IR-A7788, 03/14/2012

LEAD(s) :

Set Lead 1: (Info)

OPERATIONAL TECHNOLOGY

AT VSU, VA

Read & clear.

Set Lead 2: (Info)

CANBERRA

AT CANBERRA, AU

Read & clear.

♦♦

UNCLASSIFIED

FD-281
Revised
07-25-2002

FEDERAL BUREAU OF INVESTIGATION
RECEIPT FOR GOVERNMENT PROPERTY

REQUEST TYPE

Received Returned

PROPERTY RECEIVED

FBI Identification Card No.:

Special Agent Badge No.:

Special Agent Credential Card No.:

Support Employee Credential Card No.:

Contractor/Task Force/Other Credential Card No.:

Key Number:

Hook Number:

Room Number:

Government Credit Card No.:

Telephone Calling Card No.:

Cellular Telephone No.:

Laptop Computer No.:

Bullet Proof Vest:

Other:

b7E

PROPERTY RECEIVED FROM

Signature:

Name:

Date:

01/19/2012

b6

b7C

CERTIFICATION

I certify that I have received the government property acknowledged above for official use. The government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. **Employee will be required to reimburse the FBI for lost/stolen property in cases where the employee is found to be negligent.**

Signature:

Name:

SSN:

PROPERTY RETURNED

Reason for Returning: Absence For Maternity Reason Transfer Military Leave

Resignation

Retiring

Other

FBI Identification Card No.:

Special Agent Badge No.:

Special Agent Credential Card No.:

Support Employee Credential Card No.:

Contractor/Task Force/Other Credential Card No.:

Key Number:

Hook Number:

Room Number:

Government Credit Card No.:

Telephone Calling Card No.:

Cellular Telephone No.:

Laptop Computer No.:

Bullet Proof Vest:

Other:

PROPERTY RETURNED TO

Signature:

Name:

Date:

CERTIFICATION

I certify that I have returned the government property acknowledged above for official use.

Signature:

Name:

SSN:

CREW-5035

TO CONFIRM CHARGE OUT: PRINT THE SCREEN & PRESS 'ENTER' KEY.

PMAPR18K * * * PROPERTY MANAGEMENT * * *
DPCTR12 CHARGE OUT - CONFIRMATION SCREEN

01/19/2012
15:18:45

Property Number Suffix

Serial Number

b7E

Model Number

Local Serial Number

Manufacturer

Description

Office Description

Cost Center 1846 RA

* You are responsible for taking care of the Government property which you *
* hereby acknowledge is charged to you. You must return it upon completion *
* of its use. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY. *

Official Name . . .

SSN

b6
b7C

Charge Out Date . . . 01/19/2012 Return Date 01/18/2013

Non-FBI LE Employer

Location Local Location

Case No

Remarks

Employee Signature _____ Date _____

F1= Help F3= Exit F12= Cancel

4AÜ

24,078

CREW-5036

TO CONFIRM CHARGE OUT: PRINT THE SCREEN & PRESS 'ENTER' KEY.

PMAPR18K * * * P R O P E R T Y M A N A G E M E N T * * *
DPCTR12 CHARGE OUT - CONFIRMATION SCREEN

01/19/2012
15:19:49

Property Number Suffix

Serial Number
b7E

Model Number

Local Serial Number

Manufacturer

Description

Office Description

Cost Center 1846 RA

* You are responsible for taking care of the Government property which you *
* hereby acknowledge is charged to you. You must return it upon completion *
* of its use. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY. *

Official Name . . .

SSN

Charge Out Date : 01/19/2012 Return Date 01/18/2013

Non-FBI LE Employer

Location Local Location

Case No

Remarks

Employee Signature _____ Date _____

b6
b7C

F1= Help F3= Exit F12= Cancel

4AU

24,078

CREW-5037

TO CONFIRM CHARGE OUT: PRINT THE SCREEN & PRESS 'ENTER' KEY.

PMAPR18K * * * P R O P E R T Y M A N A G E M E N T * * *
DPCTR12 CHARGE OUT - CONFIRMATION SCREEN

01/19/2012
15:20:46

Property Number Suffix

Serial Number
b7E

Model Number

Local Serial Number

Manufacturer

Description

Office Description

Cost Center 1846 RA

* You are responsible for taking care of the Government property which you *
* hereby acknowledge is charged to you. You must return it upon completion *
* of its use. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY. *

Official Name . . .

SSN

Charge Out Date . . . 01/19/2012

Return Date 01/18/2013

Non-FBI LE Employer

Location Local Location

Case No

Remarks

Employee Signature _____ Date _____

b6
b7C

F1= Help F3= Exit F12= Cancel

4AÜ

24,078

CREW-5038

TO CONFIRM CHARGE OUT: PRINT THE SCREEN & PRESS 'ENTER' KEY.

PMAPR18K * * * P R O P E R T Y M A N A G E M E N T * * *

DPCTR12 CHARGE OUT - CONFIRMATION SCREEN

01/19/2012

15:14:02

Property Number Suffix

Serial Number

b7E

Model Number

Local Serial Number

Manufacturer

Description

Office Description

Cost Center 1846 RA

* You are responsible for taking care of the Government property which you *
* hereby acknowledge is charged to you. You must return it upon completion *
* of its use. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY. *

Official Name . . .

SSN

b6
b7C

Charge Out Date . . . 01/19/2012

Return Date 01/18/2013

Non-FBI LE Employer

Location Local Location

Case No

Remarks

Employee Signature _____ Date _____

F1= Help F3= Exit F12= Cancel

4AÜ

24,078

CREW-5039

(Rev. 05-01-2008)

UNCLASSIFIED//LAW ENFORCEMENT SENSITIVE

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 04/10/2012

To: Operational Technology

Attn: Video Surveillance Unit

From: CIRG

SAS/ASB/FFOU

Contact: SSA [redacted]

b6
b7c

Approved By: [redacted]

Drafted By: [redacted]

Case ID #: 321D-IR-A7788 (Pending)

Title: UNMANNED AERIAL SYSTEMS;
FIELD FLIGHT OPERATIONS UNIT;
BUREAU AIRCRAFT OPERATIONS

Synopsis: (U) UAS Test Site Request for Comments, 04/10/2012.

Details: (U) On 04/10/2012, the investigating Agent participated in a web based seminar hosted by the Federal Aviation Administration ("FAA"). The topic of the presentation was the solicitation of comments on proposed unmanned aerial system ("UAS") test ranges for use in evaluating integration of UASs into the National Airspace System. The conference was open to the public and journalists reportedly participated. As all statements were on the record, the investigating Agent did not speak.

(U) FAA employees [redacted] were the presenters. The main topic was the review of the *FAA Modernization and Reform Act of 2012* ("Act") and the current notice of proposed rule making concerning the test ranges and the associated pending request for comment. This requirement was included in the Act by Congress. The FAA shall determine the location of six test ranges which shall be operational within 180 days. FAA-2012-0252 is the Federal Register document number for the requirements concerning test ranges. The ranges are intended to test a variety of UAS capabilities such as conventional takeoff and landing, high speed flight, maritime capability, operations at very high altitude, and evaluation of dissimilar aircraft in multiple altitude structures. Geographic and climatic diversity is a goal for the test ranges. The FAA will

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UAV1.WPD

UNCLASSIFIED//LAW ENFORCEMENT SENSITIVE

CREW-5040

UNCLASSIFIED//LAW ENFORCEMENT SENSITIVE

To: Operational Technology From: CIRG
Re: 321D-IR-A7788, 04/10/2012

not fund the operation of these test ranges. Each user wanting to operate a range must demonstrate ability and experience to do so. Comments are due 05/08/2012. Test site selection will be published in December, 2012. All comments will be posted to www.regulations.gov or on the FAA website. Additional information is provided at www.faa.gov/about/initiatives/uas/.

(U) Relevant questions and answers are discussed below. One questioner asked about whether the test ranges would allow both civil and public operations. The FAA responded that both civil and public flight operations would be allowed. The tenor of the answers to various questions made clear that the test ranges are meant for use in research and development and not for operational use. The program is intended to allow the FAA to evaluate system safety, aircraft certification, command and control links, control station layout, sense and avoid, environmental impact, and human factors. The request for comments is intended to help define the range selection criteria. No sites have yet been chosen. The funding of the test site will be the responsibility of the proponent. The FAA would not charge for test range use. The question of whether the operator of the test range could assess fees was not answered.



b7E

UNCLASSIFIED//LAW ENFORCEMENT SENSITIVE

UNCLASSIFIED//LAW ENFORCEMENT SENSITIVE

To: Operational Technology From: CIRG
Re: 321D-IR-A7788, 04/10/2012

LEAD(s):

Set Lead 1: (Info)

OPERATIONAL TECHNOLOGY

AT VSU, VA

(U) Read & clear.

♦♦

UNCLASSIFIED//LAW ENFORCEMENT SENSITIVE

Management and Program Analyst

Technical Response Unit

Phone [redacted]

Fax [redacted]

b6
b7C

From: [redacted] (OTD) (FBI)
Sent: Friday, July 30, 2010 10:29 AM
To: [redacted] (OTD) (FBI); [redacted] (OTD) (FBI)
Cc: [redacted] (OTD) (FBI); [redacted] (OTD)(FBI); [redacted] (OTD) (FBI)
Subject: RE: PO# [redacted]

b6
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UNCLASSIFIED
NON-RECORD

[redacted]
Do you have any update on this ?

From: [redacted] (OTD) (FBI)
Sent: Thursday, July 29, 2010 8:14 AM
To: [redacted] (OTD) (FBI)
Cc: [redacted] (OTD) (FBI); [redacted] (OTD)(FBI); [redacted] (OTD) (FBI); [redacted] (OTD) (FBI)
Subject: RE: PO# [redacted]
Importance: High

b6
b7C
b7E

UNCLASSIFIED
NON-RECORD

[redacted]
[redacted] called yesterday inquiring about payment for the above purchase order. I checked [redacted] today and nothing has been posted for payment. We received the item in January. Can you please provide an update of the [redacted]
[redacted]

b6
b7C
b7E

The POC for payment on this contract for [redacted]

[redacted]
Management and Program Analyst
Technical Response Unit

Phone [redacted]

Fax: [redacted]

From: [redacted] (OTD) (FBI)
Sent: Tuesday, April 20, 2010 1:19 PM
To: [redacted] (OTD) (FBI)
Cc: [redacted] (OTD) (FBI); [redacted] (OTD)(FBI); [redacted] (OTD) (FBI)
Subject: RE: PO# [redacted]
Importance: High

b6
b7C
b7E

UNCLASSIFIED
NON-RECORD

[redacted]
Any updates on this [redacted] with the [redacted] is showing the money has not been taken.

b6
b7C

[redacted]
Management and Program Analyst

Technical Response Unit

Phone: [REDACTED]

Fax: [REDACTED]

b6

b7C

From: [REDACTED] (OTD) (FBI)
Sent: Friday, February 26, 2010 2:59 PM.
To: [REDACTED] (OTD) (FBI)
Cc: [REDACTED] (OTD) (FBI)
Subject: RE: PO# [REDACTED]

b6

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UNCLASSIFIED
NON-RECORD

[REDACTED] here is the contact info for the person that needs to talk to you about setting up a [REDACTED] can get payment.

b6

b7C

b7E

Thanks
[REDACTED]

[REDACTED]
Management and Program Analyst
Technical Response Unit
Phone: [REDACTED]
Fax: [REDACTED]

b6

b7C

b7E

From: [REDACTED] (OTD) (FBI)
Sent: Friday, February 12, 2010 11:01 AM
To: [REDACTED] (OTD) (FBI)
Cc: [REDACTED] (OTD) (FBI)
Subject: PO# [REDACTED]

UNCLASSIFIED
NON-RECORD

I have sent you emails on your IC account in reference to a [REDACTED] being set up with the [REDACTED] We have received these items so the [REDACTED] for payment.

Thanks
[REDACTED]

[REDACTED]
Management and Program Analyst
Technical Response Unit
Phone: [REDACTED]
Fax: [REDACTED]

UNCLASSIFIED

UNCLASSIFIED

UNCLASSIFIED

UNCLASSIFIED

UNCLASSIFIED

UNCLASSIFIED

UNCLASSIFIED

Tracking:

Recipient



Read

Read: 8/16/2010 8:32 AM

Read: 8/16/2010 10:01 AM

b6

b7C

Acquisition Security Unit Checklist

Version 3 – 10/01/2009

Previous editions are obsolete and will not be accepted

MUST BE COMPLETED BY REQUESTOR

Request Date:	05/24/2011
Anticipated Procurement Date:	
Requisition #:	
Point of Contact:	
POC Phone #:	

b6
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b7E

Highest Classification Required for Vendor to Provide Services / Products:

(Access to FBI systems? Access to classified information?)

UNCLASSIFIED SECRET TOP SECRET TOP SECRET/SCI

Comments:

ASU USE ONLY

Date Received: _____

ASU POC:

Date Additional Information Requested: _____

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Date Returned: _____

- Classified Contract (DD 254 Required)
- Community Acquisition Risk Section (CARS) Special Security Requirement (CARS Assessment Required)
- Contracting Officer's Security Representative
- E-QIP Special Security Requirements
- DOJ Procurement Guidance for Security Systems and Data, including Personally Identifiable Information (PII) Special Security Requirements
- DOJ Consent for Warrantless Searches of DOJ Workplaces
- Personnel Security Special Security Requirements
- Source Selection Evaluation Board (SSEB) Requirements for Classified Contracts Special Security Requirements
- Contractor Financial Disclosure Requirements
- Contractor Suitability Requirements
- National Interest Determination

b6
b7C

ASU SPECIAL NOTES

- Required if not already accomplished as part of the original contract award
- Required if connected to a FISMA or Critical Asset System (i.e. _____)
- Required if includes procurement of IT hardware / software connected to a FISMA or Critical Asset System
- Intergovernmental procurement / reimbursement
- No actions related to security were identified in the documentation provided

b7E

ASU

Date

ACKNOWLEDGEMENT

Procurement Official/COTR/Technical Representative:

- I certify that those security requirements identified above by the ASU have been incorporated into the procurement documentation.
- This is / is not a mission essential contract.

Signature: _____

Date: _____

Printed Name: _____

b6
b7C

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 11-25-2013 BY NSICG F54M93K42



Please attach the completed checklist to your package at submission to Finance.

CREW-5066

ACQUISITION SECURITY REQUEST

Request Date: 05/24/2011

Anticipated Procurement Date: 06/24/2011

VENDOR INFORMATION

Reseller With Access to FBI Facilities Reseller With No Access to FBI Facilities

Vendor Name:

Vendor Address:

 Manufacturer Hardware Software Maintenance

Vendor Name:

Vendor Address:

 Contractor Providing Classified Services DD Form 254 Required

Vendor Name:

Vendor Address:

PRODUCT/SERVICES INFORMATION

FISMA System Critical Asset System Telecommunications Audiovisual

1. Products being procured (list the specific hardware / software / services in detail)

Unmanned Aerial Vehicles

2. What entity will be purchasing and using the product (Location, Division, Section, Unit, and Program)?

Operational Technology Division, Traditional Technology Section, Video Surveillance Unit, Unmanned Aerial Vehicle

3. Network on which product/service is to be used (i.e.

etc.)

N/A

4. Highest Classification / Security Requirements (i.e. Top Secret, Top Secret SCI, Secret, SBU, LES, etc.)

UNCLASSIFIED

5. Who is installing and maintaining the equipment/software (FBI personnel, vendor, other)?

FBI PERSONNEL

6. Will the vendor require access to classified information/systems?

NO

PROCUREMENT INFORMATION

Contracting Officer Name/ Phone:

FBI COTR Name/Phone:

Program Manager/Technical POC:

Requisition Number:

Purchase Order Number:

Contract Number:

b6

b7C

b7E

DOCUMENTATION ATTACHED

 Answers to the Acquisition Risk Questions (the replacement for the SF-328) Key Management Personnel Listing (KMPL) FD-369 Requisition for Supplies and/or Equipment Statement of Work (SOW) – Required if a classified contract

PRIORITY

All requests will be handled by date received by ASU unless specific issues affecting the priority, i.e. Director's Priority, are specifically provided in writing by the Contracting Officer.

Comments:

~~SECRET//NOFORN~~**FEDERAL BUREAU OF INVESTIGATION**

Precedence: ROUTINE

Date: 12/28/2011

To: Finance

STCU

b6
b7C

From: Operational Technology

Traditional Technology Section/Video Surveillance Unit
Contact: [redacted]

Approved By: [redacted]

Drafted By: [redacted]

Case ID #: (U) 319B-14-HQ-A1487504-*583*

Title: (U) Requisition Matters

Synopsis: (U) To request that the Science and Technology Contracts Unit (STCU) evaluate and provide approval for the attached requisition for [redacted] for Unmanned Aerial Systems (UAS), training and repair services.

b7E

Classified by: F88M56K63
 Derived From: FBI NSISCG-20090615
 Declassify On: 20361228

Enclosure(s): (U) FD-369 Requisition [redacted]

b7E

- (U) Vendor Quote
- (U) Sole Source Justification
- (U) Acquisition Security Request
- (U) Acquisition Security Unit Checklist
- (U) Technical or Scientific Product Waiver
- (U) Security Addendum

Details: (U) The Video Surveillance Unit (VSU) is responsible for [redacted]

b7E

VSU362.1.wpd

~~SECRET//NOFORN~~

MAIL ID 36908

ALL INFORMATION CONTAINED
 HEREIN IS UNCLASSIFIED EXCEPT
 WHERE SHOWN OTHERWISE

b6
b7C

*Updated
12/30/11*

CREW-5068

~~SECRET//NOFORN~~

To: Finance From: Operational Technology
Re: 319B-14-HQ-A1487504, 12/28/2011

LEAD(s) :

Set Lead 1: (INFO)

FINANCE

AT WASHINGTON, DC

(U) For information only.

CC: 1 - [REDACTED] QTERF (Encs.)
1 - [REDACTED] QTERF (Encs.)

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♦♦

~~SECRET//NOFORN~~

ACQUISITION SECURITY REQUEST

Request Date: 12/28/2011	Anticipated Procurement Date: 01/30/2012
--------------------------	--

VENDOR INFORMATION

Reseller With Access to FBI Facilities Reseller With No Access to FBI Facilities

Vendor Name:	
Vendor Address:	

■ Manufacturer**■ Hardware****■ Software****■ Maintenance**

Vendor Name:	
Vendor Address:	

b7E

Contractor Providing CLASSIFIED Services DD Form 254 Required

Vendor Name:	
Vendor Address:	

PRODUCT/SERVICES INFORMATION

FISMA System Critical Asset System Telecommunications Audiovisual

1. Products being procured (list the specific hardware / software / services in detail)	Unmanned Aerial Systems, Training and Repair Services
2. What entity will be purchasing and using the product (Location, Division, Section, Unit, and Program)?	Operational Technology Division, Traditional Technology Section, Video Surveillance Unit, Unmanned Aerial Vehicles [redacted]
3. Network on which product/service is to be used (i.e. [redacted] etc.).	N/A
4. Highest Classification / Security Requirements (i.e. Top Secret, Top Secret SCI, Secret, SBU, LES, etc.)	SECRET
5. Who is installing and maintaining the equipment/software (FBI personnel, vendor, other)?	FBI PERSONNEL
6. Will the vendor require access to classified information/systems?	NO

b7E

PROCUREMENT INFORMATION

Contracting Officer Name/ Phone:	
FBI COTR Name/Phone:	
Program Manager/Technical POC:	
Requisition Number:	
Purchase Order Number:	
Contract Number:	

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DOCUMENTATION ATTACHED

- Answers to the Acquisition Risk Questions (the replacement for the SF-328)
- Key Management Personnel Listing (KMPL)
- FD-369 Requisition for Supplies and/or Equipment
- Statement of Work (SOW) – Required if a classified contract

PRIORITY

All requests will be handled by date received by ASU unless specific issues affecting the priority, i.e. Director's Priority, are specifically provided in writing by the Contracting Officer.

Comments:

Acquisition Security Unit Checklist

Version 3 – 10/01/2009

Previous editions are obsolete and will not be accepted

MUST BE COMPLETED BY REQUESTOR

Request Date:	12/28/2011
Anticipated Procurement Date:	
Requisition #:	
Point of Contact:	
POC Phone #:	
Highest Classification Required for Vendor to Provide Services / Products: (Access to FBI systems? Access to classified information?)	
<input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> SECRET <input type="checkbox"/> TOP SECRET <input type="checkbox"/> TOP SECRET/SCI	
Comments:	

b6
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b7E

ASU USE ONLY	
Date Received:	ASU POC:
Date Additional Information Requested:	<input type="checkbox"/>
Date Returned:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

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- Classified Contract (DD 254 Required)
- Community Acquisition Risk Section (CARS) Special Security Requirement (CARS Assessment Required)
- Contracting Officer's Security Representative
- E-QIP Special Security Requirements
- DOJ Procurement Guidance for Security Systems and Data, including Personally Identifiable Information (PII) Special Security Requirements
- DOJ Consent for Warrantless Searches of DOJ Workplaces
- Personnel Security Special Security Requirements
- Source Selection Evaluation Board (SSEB) Requirements for Classified Contracts Special Security Requirements
- Contractor Financial Disclosure Requirements
- Contractor Suitability Requirements
- National Interest Determination

ASU SPECIAL NOTES

- Required if not already accomplished as part of the original contract award
- Required if connected to a FISMA or Critical Asset System (i.e.)
- Required if includes procurement of IT hardware / software connected to a FISMA or Critical Asset System
- Intergovernmental procurement / reimbursement
- No actions related to security were identified in the documentation provided

b7E

_____ ASU _____

_____ Date _____

ACKNOWLEDGEMENT

Procurement Official/COTR/Technical Representative:

- I certify that those security requirements identified above by the ASU have been incorporated into the procurement documentation.
- This is / is not a mission essential contract.

Signature: _____

Date: _____

Printed Name:

b6
b7C

Please attach the completed checklist to your package at submission to Finance.

FEDERAL BUREAU OF INVESTIGATION
TECHNICAL OR SCIENTIFIC PRODUCT WAIVER JUSTIFICATION FORM
Version 1.0 (12/28/2010)

This form must be completed by a Program Manager within OTD, LD, or CJIS. Once completed, this form, along with the completed FD-369 Requisition form, must be submitted to the appropriate divisional approval supervisor per the table of dollar-levels below:

Total Value of Requisition	Approval Authority Required
Up to and including \$100,000	Unit Chief
Up to and including \$500,000	Section Chief
Up to and including \$1,000,000	Deputy Assistant Director
Over \$1,000,000	Assistant Director

Once the approved form is remitted with proper approval indicated, it must be included in your Requisition Package.

Program Name: UAV/UAS

Date: 12/28/2011

Division/Section/Unit: OTD / TTS / VSU

FD-369 Requisition #:

b7E

Verify all criteria apply:

- The acquisition will not conflict, duplicate, or compete with a service already provided by ITB;
- The acquisition will not aid in the development of conflicting, duplicative, or competing networks already provided by ITB, or if so, a document is attached evidencing approval of the CIO;

The items will be used to (you must check at least one):

- Intercept, capture, collect, or record audio, video, image, or digital data in the course of surveillance activities;
- Exploit secure technologies and protect covert operations;
- Conduct scientific research, laboratory, or forensic analysis; and

The products will not be connected to or installed on one of the FBI Enterprise networks, or if so, a document is attached evidencing approval of the CIO.

I certify the above are adequately satisfied and all information provided on this form is accurate:

b6
b7C

Program Manager Signature:

Program Manager Name (printed):

Approval Signature:

Date: 12/28/2011

Name and Title: Unit Chief

Routine
 Priority
 Expedite

REQUISITION (FD-369) COVER SHEET

OPERATIONAL TECHNOLOGY DIVISION (OTD)

Entered in PAMS by

b6
b7C
b7E

REQUIRED 1.

REQUIRED DOCUMENTATION (See Acquisition Documentation Guideline)

. Acquisition Plan FD-911 (Required for acquisitions $\geq \$5M$ system life cost)
 EC (Required for all acquisitions $\geq \$100K$, except contract renewals)
 Independent Government Cost Estimate
 Market Research
 Sole Source Justification
 Statement of Work (SOW) or Statement of Need (SON)
 Source Selection Plan (Required for competitive acquisitions $\geq \$100K$)
 Acquisition Security Checklist
 Acquisition Security Request (ASR)
 DD Form 254 (Required for classified contracts)
 Section 508 (Required for electronic and IT acquisitions)
 TSP Waiver Justification Form

Additional Requirements for IT Acquisitions Only

COTS Approval (Required for ALL IT acquisitions)
 IT Acquisition Form (Required for requisitions $> \$25K$)

b6
b7C

REQUIRED 2.

UNIT CHIEF APPROVAL

_____ initial

Printed Name

3.

TMSU APPROVAL

_____ initial

Printed Name

TMSU Review Criteria		If the Answer to any of below questions is YES, Requisition MUST be submitted to TMSU	YES	NO
Is the request $\geq \$5M$ (TMSU will assist in preparing for Acquisition Review Board)?		_____	_____	_____
Is request to fund a Service Contract (New Contract _____ or Existing Contract _____)?		_____	_____	_____
If funding an existing contract option or mod identify the Contract # _____		_____	_____	_____
Is request to fund an Activity or Project (New _____ or Existing _____)?		_____	_____	_____
If an existing Activity or Project reported in PAMS, identify PAMS ID # _____		_____	_____	_____

4.

$> \$150,000$ - Section Chief

Printed Name

b6
b7C

5.

$> \$500,000$ - Deputy Asst Director

Anthony P. DiClemente

initial

6.

$> \$1,000,000$ - Assistant Director

Amy S. Hess

initial

7.

REQUISITION WITH ECs ATTACHED:

_____ for uploading or alternate

Printed Name

b6
b7C

REQUIRED 8.

SRU/MSU - FUNDING APPROVAL & TRANSMITTAL to CONTRACTING

DTP: All Accounts

initial

TFS&S: All Accounts

initial

initial

IITP: STAS/NGW(3-G)

initial

CNCI(Cyber) & TRIAD

initial

IITP: STAS

initial

CSEA (Spectrum)

initial

b6
b7C

Please upload + carry to SRU

MAIL ID 36908
CREW-5081

Rev 10/13/10

<input checked="" type="checkbox"/> Routine	REQUISITION #	
<input type="checkbox"/> Priority	Entered in PAMS by	
<input type="checkbox"/> Expedited		

REQUISITION (FD-369) COVER SHEET
OPERATIONAL TECHNOLOGY DIVISION (OTD)

b6
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b7E

REQUIRED 1. REQUIRED DOCUMENTATION (See Acquisition Documentation Guideline)

<input type="checkbox"/>	Acquisition Plan FD-911 (Required for acquisitions $\geq \$5M$ system life cost)
<input checked="" type="checkbox"/>	EC (Required for all acquisitions $\geq \$100K$, except contract renewals)
<input type="checkbox"/>	Independent Government Cost Estimate
<input type="checkbox"/>	Market Research
<input type="checkbox"/>	Sole Source Justification
<input type="checkbox"/>	Statement of Work (SOW) or Statement of Need (SON)
<input type="checkbox"/>	Source Selection Plan (Required for competitive acquisitions $\geq \$100K$)
<input type="checkbox"/>	Acquisition Security Checklist
<input type="checkbox"/>	Acquisition Security Request (ASR)
<input type="checkbox"/>	DD Form 254 (Required for classified contracts)
<input type="checkbox"/>	Section 508 (Required for electronic and IT acquisitions)

Additional Requirements for IT Acquisitions Only

<input type="checkbox"/>	COTS Approval (Required for IT non-baseline acquisitions)
<input type="checkbox"/>	IT Acquisition Form (Required for requisitions $> \$25K$)

REQUIRED 2. UNIT CHIEF APPROVAL

Printed Name

initial

3. TMSU APPROVAL

Printed Name

initial

Is the request $\geq \$5M$ (TMSU will assist in preparing for Acquisition Review Board)?

Is request to fund a Service Contract (New Contract or Existing Contract)?

If funding an existing contract option or mod identify the Contract #

Is request to fund an Activity or Project (New or Existing)?

If an existing Activity or Project reported in PAMS, identify PAMS ID #

4. > \$100,000 - Section Chief

Printed Name

initial

D: Keith Bryars

initial

5. > \$500,000 - Deputy Assistant Director

Marcus C. Thomas

initial

Marcus C. Thomas

6. > \$1,000,000 - Assistant Director

APR 21 2011

initial

APR 21 2011

Name

7. REQUISITION WITH ECs ATTACHED:

for uploading or alternate

REQUIRED 8. SRU/MSU - FUNDING APPROVAL & TRA

to CONTRACTING

DTP: All Accounts

initial

TFS&S: All Accounts

initial

initial

IITP: STAS/NGW(3-G)

initial

CNCI (Cyber) & TRIAD

initial

initial

IITP: STAS

initial

CSEA (Spectrum)

initial

(Rev. 05-01-2008)

439

~~SECRET//NOFORN~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 04/12/2011

To: Finance [redacted] STCU

b6
b7C

From: Operational Technology
Traditional Technology Section/Video Surveillance Unit
Contact: [redacted]

Approved By: [redacted]

b6
b7C

Drafted By: [redacted]

Case ID #: (U) 319B-14-HQ-A1487504-520

Title: (U) Requisition Matters

Synopsis: (U) To request that the Science and Technology Contracts Unit (STCU) evaluate and provide approval for the attached requisition for [redacted] for Unmanned Aerial Systems (UAS).

b7E

Classified by: F88M56K63
Derived From : FBI NSISCG-20090615
Declassify On: 20360412

Enclosure(s): (U) FD-369 Requisition # [redacted]
(U) Vendor Quote
(U) Sole Source Justification
(U) Acquisition Security Request
(U) Acquisition Security Unit Checklist

b7E

Details: (U) The Video Surveillance Unit (VSU) is responsible for [redacted]

b7E

~~(S)~~/NF) In a never ending struggle to provide better service and capabilities to the FBI thru the use of new technology the

~~SECRET//NOFORN~~

To: Finance From: Operational Technology
Re: 319B-14-HQ-A1487504, 04/12/2011

LEAD(s):

Set Lead 1: (INFO)

FINANCE

AT WASHINGTON, DC

(U) For information only.

CC: 1 - [REDACTED] QTERF (Encs.)
1 - [REDACTED] QTERF (Encs.)
1 - [REDACTED] QTERF (Encs.)
1 - [REDACTED] QTERF (Encs.)

b6
b7c

♦♦

~~SECRET//NOFORN~~

ACQUISITION SECURITY REQUEST

Request Date:	04/12/2011	Anticipated Procurement Date:	05/12/2011
VENDOR INFORMATION			
<input type="checkbox"/> Reseller With Access to FBI Facilities		<input type="checkbox"/> Reseller With No Access to FBI Facilities	
Vendor Name:			
Vendor Address:			
<input checked="" type="checkbox"/> Manufacturer		<input checked="" type="checkbox"/> Hardware	<input checked="" type="checkbox"/> Software
Vendor Name:		<input checked="" type="checkbox"/> Maintenance	
Vendor Address:			
<input type="checkbox"/> Contractor Providing Classified Services		<input type="checkbox"/> DD Form 254 Required	
Vendor Name:			
Vendor Address:			
PRODUCT/SERVICES INFORMATION			
<input type="checkbox"/> FISMA System <input checked="" type="checkbox"/> Critical Asset System <input type="checkbox"/> Telecommunications <input type="checkbox"/> Audiovisual			
1. Products being procured (list the specific hardware / software / services in detail)	Unmanned Aerial Vehicles		
2. What entity will be purchasing and using the product (Location, Division, Section, Unit, and Program)?	Operational Technology Division, Traditional Technology Section, Video Surveillance Unit, Unmanned Aerial Vehicle		
3. Network on which product/service is to be used (i.e. [redacted] etc.)	N/A		
4. Highest Classification / Security Requirements (i.e. Top Secret, Top Secret SCI, Secret, SBU, LES, etc.)	UNCLASSIFIED		
5. Who is installing and maintaining the equipment/software (FBI personnel, vendor, other)?	FBI PERSONNEL		
6. Will the vendor require access to classified information/systems?	NO		
PROCUREMENT INFORMATION			
Contracting Officer Name/Phone:			
FBI COTR Name/Phone:			
Program Manager/Technical POC:			
Requisition Number:			
Purchase Order Number:			
Contract Number:			
DOCUMENTATION ATTACHED			
<input type="checkbox"/> Answers to the Acquisition Risk Questions (the replacement for the SF-328)			
<input type="checkbox"/> Key Management Personnel Listing (KMPL)			
<input checked="" type="checkbox"/> FD-369 Requisition for Supplies and/or Equipment			
<input type="checkbox"/> Statement of Work (SOW) – Required if a classified contract			
PRIORITY			
All requests will be handled by date received by ASU unless specific issues affecting the priority, i.e. Director's Priority, are specifically provided in writing by the Contracting Officer.			
Comments:			

b7E

b7E

b6
b7C
b7E

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